



STATE OF IOWA
MASTER AGREEMENT
Contract Declaration and Execution

EFFECTIVE BEGIN DATE: 03-01-2002
 EXPIRATION DATE: 03-13-2010
 PAGE: 1 of 4

VENDOR:

PETERSEN COURT REPORTERS
317 6TH AVE STE 606
DES MOINES, IA 50309
USA

VENDOR CONTACT:

Martha Recknor
 PHONE: 515-243-6596 EXT:
 EMAIL:
 FOB

ISSUER:

LAURIE HOING
 PHONE: 515-281-0656
 EMAIL: laurie.hoing@iowa.gov

Contract For: COURT REPORTING SERVICES PER ATTACHED.

TSB Contract to furnish Court Reporting Services pursuant to the Specifications, Terms And Conditions of Sealed Bid #BD80200S161 on file with the Department of Administrative Services, GSE Purchasing Division, Hoover Building, Level A, Des Moines, IA 50319-0105.

\$10,000.00 Max DO Amount.

Transcript Prices per attached.

Note: Travel Expense outside Polk County: \$ 0.50 per mile.

Email: petersnctr@aol.com

Fax: 515-243-0316

RENEWAL OPTIONS

FROM 03-01-2007 TO 02-29-2008
 FROM 03-01-2008 TO 02-28-2009
 FROM 03-14-2009 TO 03-13-2010
 FROM 03-14-2010 TO 03-13-2011
 FROM 03-14-2011 TO 03-13-2012
 FROM 03-14-2012 TO 03-13-2013
 FROM 03-14-2013 TO 03-13-2014

AUTHORIZED DEPARTMENT

ALL
 SUB Political Sub-divisions

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		STATE OF IOWA	
CONTRACTOR'S NAME (If other than an individual, state whether a corp., partnership, etc.) <i>Petersen Court Reporters, Inc.</i>		AGENCY NAME <i>Iowa Department of Administrative Services</i>	
BY (Authorized Signature) <i>Eileen F. Hicks</i>	Date Signed <i>3/12/09</i>	BY (Authorized Signature) <i>[Signature]</i>	Date Signed <i>3/12/09</i>
Printed Name and Title of Person Signing <i>Eileen F. Hicks, President</i>		Printed Name and Title of Person Signing <i>Hoover Bldg. Level A</i>	
Address <i>317 Sixth Ave PM 50313</i>		Address <i>Des Moines, Iowa 50319-0105</i>	



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LINE NO.	QUANTITY / SERVICE DATES	UNIT	COMMODITY / DESCRIPTION	UNIT COST / PRICE OF SERVICE
1	0.00000	96124		\$0.000000
			Court Reporting Services	\$0.000000
			Court Reporting Services	
2	0.00000	96124		\$0.000000
			Court Reporting Services	\$0.000000
			Court Reporting Services	
3	0.00000	96124		\$0.000000
			Court Reporting Services	\$0.000000
			Court Reporting Services	

Des Moines, Iowa 50319-0102
 1305 E Walnut St
 Hoover Bldg. Level A
 Procurement Services
 Iowa Department of Administrative Services



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TERMS AND CONDITIONS**N60**

NET 60 DAYS

Remedies upon Default

In any case where the vendor has failed to deliver or has delivered non-conforming goods and/or services, the State shall provide a cure notice. The notice to cure shall state the maximum length of time the vendor has to cure. If after the time period stated in the notice to cure has passed, the vendor continues to be in default, the State may procure goods and/or services in substitution from another source and charge the difference between the contracted price and the market price to the defaulting vendor. The State's Attorney General shall be requested to make collection from the defaulting vendor.

Incorporation

The Request for Proposal and/or bid documents for this project and the vendor's proposal in response to the RFP or Bid together with any clarifications, attachments, appendices, or amendments of the State or the Vendor are incorporated into this Contract by reference as if fully set forth in this Contract.

Delivery and Acceptance (cont)

D. Disposition of Rejected item - The vendor must remove at the vendor's expense any item rejected by the State. If the vendor fails to remove that rejected item, the State may dispose of the item by offering the same for sale, deduct any accrued expense and remit the balance to the vendor.

E. Testing After Delivery - Laboratory analysis of an item or other means of testing may be required after delivery. In such cases, vendors will be notified in writing that a special test is being made and that payment will be withheld until completion of the testing process.

Delivery and Acceptance

When an award has been made to a vendor and the purchase order issued, deliveries are to be made in the following manner.

A. Deliveries - All deliveries are to be made only to the point specified on the purchase order. If delivery is made to any other point, it shall be the responsibility of the vendor to promptly reship to the correct location. Failure to deliver procured goods on time may result in cancellation of an order or termination of a contract at the option of the State.

B. Delivery Charges - All delivery charges should be to the account of the vendor whenever possible. If not, all delivery charges should be prepaid by vendor and added to the invoice.

C. Notice of Rejection - The nature of any rejections of a shipment, based on apparent deficiencies disclosed by ordinary methods of inspection, will be given by the receiving agency to the vendor and carrier within a reasonable time after delivery of the item, with a copy of this notice to the General Services Enterprise - Purchasing. Notice of latent deficiencies which would make items unsatisfactory for the purpose intended may be given by the State of Iowa at any time after acceptance.

Termination-Non-Appropriation

Notwithstanding any other provision of this contract, if funds anticipated for the continued fulfillment of this contract are at any time not forthcoming or insufficient, either through the failure of the State to appropriate funds, discontinuance or material alteration of the program for which funds were provided, then the State shall have the right to terminate this contract without penalty by giving not less than thirty (30) days written notice documenting the lack of funding, discontinuance or program alteration.

Miscellaneous

The terms and provisions of this contract shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with this contract shall be brought in Des Moines, Iowa, in Polk County District Court for the State of Iowa. If however, jurisdiction is not proper in Polk County District Court, the action shall only be brought in the United States District Court for the Southern District of Iowa, Central Division, providing that jurisdiction is proper in that forum. This provision shall not be construed as waiving any immunity to suit or liability, which may be available to the State of Iowa.

If any provision of this contract is held to be invalid or unenforceable, the remainder shall be valid and enforceable.

Performance Monitoring

For all service contracts, the requirements of Iowa Code sections 8.47 shall be incorporated into final terms and conditions of the contract.

Public Records

The laws of the State of Iowa require procurement records to be made public unless exempted by the Code of Iowa.

Independent Contractor

The vendor is an independent contractor performing services for the State of Iowa, and as such shall not hold itself out as an employee or agent of the State.

Hazardous Material

All packaging, transportation, and handling of hazardous materials shall be in accordance with applicable federal and state regulations including, but not limited to, the Material Safety Data Sheet provision of O.S.H.A. Hazard Communication Standard 29CFR 1910.1200, and Iowa Administrative Code, Chapter 567.

Records Retention

The vendor shall maintain books, records, and documents which sufficiently and properly document and calculate all charges billed to the State of Iowa throughout the term of this Agreement for a period of at least five (5) years following the date of final payment or completion of any required audit, whichever is later. The vendor shall at, no charge, permit the Auditor of the State of Iowa, or any authorized representative of the State (or where federal funds are involved, the Comptroller General of the United States or any other authorized representative of the United States government) to access and examine, audit, excerpt and transcribe any directly pertinent books, documents, papers, electronic or optically stored and created records, or other records of the vendor relating to orders, invoices, or



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payments documentation or materials pertaining to this Agreement.

Taxes

The State of Iowa is exempt from the payment of Iowa sales tax, motor vehicle fuel tax and any other Iowa tax that may be applied to a specified commodity and/or service. Contractors performing construction activities are required to pay state sales tax on the cost of materials. The Iowa Department of Revenue exemption letter will be furnished to a vendor upon request.

Anti-Trust Assignment

For good cause and as consideration for executing this purchase order, the vendor, through its duly authorized agent, conveys, sells, assigns, and transfers to the State of Iowa all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Iowa, relating to the particular goods or services purchased or acquired by the State of Iowa pursuant to the using State of Iowa agency.

Warranty

The vendor expressly warrants that all goods supplied shall be merchantable in accordance with the Uniform Commercial Code, Section 2-314 and the Iowa Code, Section 554.2314.

Assignment

Vendors may not assign contracts or purchase orders to any party (including financial institutions) without written permission of the General Services Enterprise - Purchasing.

Nondiscrimination

The vendor is subject to and must comply with all federal and state requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.

Immunity of State/Fed Agencies

The vendor shall defend and hold harmless the State and Federal funding source for the State of Iowa from liability arising from the vendor's performance of this contract and the vendor's activities with subcontracted and all other third parties.

Indemnification

To the extent that goods are not manufactured in accordance with the State's design, the vendor shall defend, indemnify and hold harmless the State of Iowa, the State's assignees, and other users of the goods from and against any claim of infringement of any Letter Patent, Trade Names, Trademark, Copyright or Trade Secrets by reason of sale or use of any articles purchased hereunder. The State shall promptly notify the vendor of any such claim.

Title to Goods

The vendor warrants that the goods purchased hereunder are free from all liens, claims or encumbrances.

Subcontractors

The successful vendor shall be responsible for all acts and performance of any subcontractor or secondary supplier that the successful vendor may engage for the completion of any contract with the State. A delay that results from a subcontractor's conduct, negligence or failure to perform shall not exempt the vendor from default remedies. The successful vendor shall be responsible for payment to all subcontractors and all other third parties.

Force Majeure

Force majeure includes acts of God, war, civil disturbance and any other causes which are beyond the control and anticipation of the party affected and which, by the exercise of reasonable diligence, the party was unable to anticipate or prevent. These provisions of force majeure also apply to subcontractors or suppliers of the Vendor. Force majeure does not include financial difficulties of the Vendor or any associated company of the Vendor, or claims or court orders that restrict the Vendor's ability to deliver the goods or services contemplated by this Agreement. Neither the Vendor nor the State shall be liable to the other for any delay or failure of performance of this Agreement caused by a force majeure, and not as a result of the fault or negligence of a party.



STATE OF IOWA
Department of Administrative Services
General Services Enterprise

Date: March 12, 2009

TSB AGREEMENT
No. CT2777

SHORT FORM CONTRACT

Page 1 of 2

Vendor

PETERSEN COURT REPORTERS
317- 6TH AVE, #606
DES MOINES, IA 50309

3
3
3
3
3

General Contract available
to all State Agencies and
political subdivisions

CONTRACT PERIOD - Effective 03-01-2002

Terminates 03-13-2010

TSB Contract to furnish Court Reporting Services pursuant to the Specifications, Terms and Conditions of Sealed Bid #BD80200S161 on file with the Department of Administrative Services, GSE, Purchasing, Hoover Building, Level A, Des Moines, IA 50319-0105. Good for any engagement under \$10,000 in lieu of a separate bid process.

Transcript Prices:

For Normal Delivery (1-2 Weeks):

Transcript Type:

- ORIG +1*
- 1) Prepared Testimony \$ 0.00 / Pg; Additional Copies \$0.25 / Page *SAME*
 - 2) Q & A Reporting \$ 3.70 / Pg; Additional Copies \$0.25 / Page *50*
 - 3) Oral Arguments \$ 4.15 / Pg; Additional Copies \$0.25 / Page *50*
 - 4) Conference Type \$ 4.15 / Pg; Additional Copies \$0.25 / Page *50*
 - 5) Exhibit Copies \$ 0.00 / Pg; Additional Copies \$0.25 / Page *50*

For Rush Delivery - (4 To 6 Days):

- ORIG +1*
- 2) Q&A Reporting \$ 4.95 / Pg; Additional Copies \$0.25 / Page *50*
 - 3) Oral Arguments \$ 5.10 / Pg; Additional Copies \$0.25 / Page *50*
 - 4) Conference Type \$ 5.10 / Pg; Additional Copies \$0.25 / Page *50*

For Same Day Delivery:

- ORIG +1*
- 2) Q&A Reporting \$ 6.25 / Pg; Additional Copies \$0.25 / Page *50*
 - 3) Oral Arguments \$ 6.40 / Pg; Additional Copies \$0.25 / Page *50*
 - 4) Conference Type \$ 6.40 / Pg; Additional Copies \$0.25 / Page *50*

A page is not less than 25 lines typewritten on paper 8.5 X 11 in.

Reporter's Attendance Fee (In addition to above):

Full Eight Hour Day Starting 8:00 AM \$ 360.00 / Day
Partial Day (10:00 AM to 5:30 PM) \$ 292.50 / Day
Hourly Rates:

Between 8:00 AM and 5:00 PM \$ 45.00 / hour
After 5:00 PM \$ 55.00 / hour
Weekends \$ 60.00 / hour

} SAME

Penalty for insufficient 24 hour verbal cancellation notice \$45.00

SAME

Travel Expenses for outside Polk County \$.050 / mile
plus Travel Time: \$ 25.00 / hour (8 am - 5:30 PM); \$ 40.00 / hour (before 8 AM or after 5 :30PM)

Continued on Page Two

SHORT FORM CONTRACT

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Counties Served:

Dallas, Warren, Story, Webster, Marshal, Johnson, Scott, Jasper, Marion, Boone and Polk.

Additional Services available not on contract: Video or telephone conferencing.

Attendance fee when no transcript is ordered at time of deposition, hearing, etc is \$ 55.00 per hour.

PRICING FIRM FOR 360 DAYS
FOB: DESTINATION
PAYMENT TERMS: N60
VENDOR CONTACT: Martha Reckner
VENDOR PHONE: 515-243-6596
VENDOR FAX: 515-243-0316
VENDOR EMAIL:
VENDOR I.D. NO.: 92018292100

PURCHASING CONTACT: Ashley Super, PA III
PURCHASING PHONE: 515-281-7073
PURCHASING FAX: 515-242-5974
PURCHASING EMAIL: ashley.super@iowa.gov

LN	COMMODITY	UNIT COST	UNIT	DESCRIPTION
1	96124	0.00	Page(s)	Court Reporting Services
2	96124	0.00	Hours(s)	Court Reporting Services
3	96124	0.00	Mile(s)	Court Reporting Services

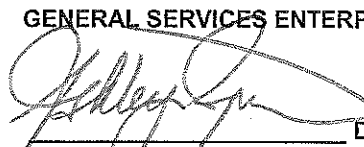
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Purchase Order forms to show reference to above Contract Order Number

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Vendor 3 GENERAL SERVICES ENTERPRISE

 Date 3-16-09
Authorized Signature 3

 Date 3/12/09
Ashley L. Super, PA III 3

Petersen Court Reporters, Inc.

Certified Shorthand Reporters

Christine Nuckolls, RPR
Jackie M. Sinnott
Edie Spriggs Daniels
Eileen Hicks, RMR

Theresa Kenkel, CRR
Kelli Mulcahy, RMR, CRR
Ann Moyna

317 Sixth Avenue, Suite 606
Des Moines, IA 50309-4115
(515) 243-6596
(800) 541-5971

Fax: (515) 243-0316
E-Mail Address: PetersnCtR@aol.com

March 16, 2009

Ashley Super, PA III
Department of Administrative Services
General Services Enterprise
Hoover State Office Building, Level A
1305 East Walnut Street
Des Moines, IA 50319-0105

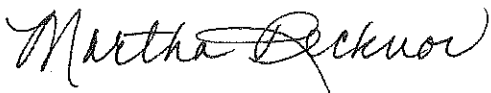
In Re: Contract CT2777

Dear Ashley,

Please find enclosed the signed contract that you recently sent us. As you will see, we have made changes regarding the additional copy rates. Also, "Orig + 1" is meant to clarify that the price charged for the original includes one complimentary copy.

Please contact me if you have any questions.

Sincerely,



Martha Recknor
Office Manager

Enclosure